

### Format for Quarterly and Final Completion Reports for COMPETE Grants

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| Organization's Contact Person:  | Dr. Leonard Mwaikambo   |
| P F Tracking Number:            | KCT-STA-012-0025  |
| Title of Activity:              | Skills Development in Textiles for Rural Income Generation"   |
| Start Date of Reporting Period: | 1 <sup>st</sup> February, 2012  |
| End Date of Report:             | 30 <sup>th</sup> April, 2012  |
| Date Report Submitted:          | 17 <sup>th</sup> August, 2012   |

Narrative reports must contain, as a minimum, the following:

- A comparison of actual accomplishments with the goals and objectives established for the period. Particular achievements and obstacles to the success of the project should be reported in specific terms.
- An evaluation or analysis of the degree to which the grant activities are achieving the project objectives. Reasons why established goals were not met if appropriate.
- Other pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
- A minimum of five copies of any publication funded under the grant, including books, brochures, newsletters, bulletins, video cassettes; and single copies of all other products such as newspaper clippings, project announcements, and audited financial statements.

| <b>Activity<br/>(Indicated as Tasks in the Project Proposal)</b>                    | <b>Activity Status</b><br><i>If the activity has been accomplished, please give results. If the activity has not been accomplished, please provide an explanation.</i> | <b>Achievements</b>                                     | <b>Obstacles</b>                 | <b>Corrective measures</b>                             |
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|   |  |   |                                  |  |
| <b>Task 1: Equipment Search</b>   | <b>Completed April, 2012</b>   | This activity was conducted and accomplished on time    | There were no obstacles          | There were no obstacles                                |
|   |  |   |                                  |  |
| <b>Task 2: Stakeholders' Workshop1</b>  | <b>Completed April, 2012</b>   | This activity was conducted and accomplished as planned | The activity was under budgeted. | Funds had to be beefed up from using Workshop 2 budget |
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| <b>Task 3: Course Advertisement</b>   | <b>Completed July, 2012</b>  | IT was executed as planned                              | None                             | None   |
|   |  |   |                                  |  |
| <b>Task 4: Equipment Procurement</b>  | <b>Completed April, 2012</b>   | This activity was carried out within planned time       | There were no obstacles          | Nothing to report                                      |
| <ul style="list-style-type: none"> <li>Procurement of learning machinery</li> </ul> |  |   |                                  |  |
| <ul style="list-style-type: none"> <li>Procurement of teaching materials</li> </ul> | <b>Completed April, 2012</b>   |   |                                  |  |

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| • Generator                              | Completed May, 2012   |  |  |  |
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| <b>Task 5: Installation of Equipment</b> | Construction of the hut for the generator has not yet been done. It is expected to start time in August, 2012. <b>(partially completed)</b>   | This activity has not yet been carried out mainly because it was under budgeted. Construction will start in August when a suitable contractor would have been sought | Late in seeking permission from landlord where to position the generator.  | Funds have been taken from over budgeted activities and approved.                                  |
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| <b>Task 6: Course Materials</b>          | The course materials prepared so far are those of individual teaching staff particularly guest lecturers from the University of Dar es Salaam who acts as mentor to the Trainee Tutors. Most of these course materials are on power point format <b>(Ongoing)</b> | This activity is ongoing using guest lecturers from the University of Dar es Salaam  | It is taking time because of lack of time as they are also fully engaged with teaching at the University of Dar es Salaam (UDSM).. | The project has offered incentive by providing advance payment of up to 50% of the budgeted funds. |
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| <b>Task 7: Conduct Training</b>          | The activity is <b>Completed</b>  | This activity is   | This activity  | Funds have   |

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| <ul style="list-style-type: none"> <li>Admission of students for the year 2012</li> </ul>        | and closed   | being conducted as planned   | was under budgeted   | been transferred from other activities and approved   |
| <ul style="list-style-type: none"> <li>Course delivery</li> </ul>                                | <p>Teaching of the 2012 batch started in January, 2012 and will last for nine months</p> <p><b>Ongoing</b></p> | <p>This activity is going on as planned except course TX 001 : Textile Technology planned to be offered in May it was delayed because it is offered by guest lecturers and those involved were preoccupied with duties at the time but this has now been resolved and the course was delivered in July</p> | <p>It is offered by guest lecturers from University of Dar es Salaam and it was heavily under budgeted</p> | <p>Two KCoST tutors are now understudying guest lecturer responsible for the course and the progress is good.</p>                         |
| <ul style="list-style-type: none"> <li>Preparation and production of training manuals</li> </ul> | <b>Ongoing</b>   | None   | Depends on guest lecturers   | Requires incentive which is basically a good pay package. This is being negotiated by the guest lecturers within the budget involved. The |

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|                                     |   |   |   | progress is encouraging   |
| <b>Task 8: Visitation -staff</b>    | <p>KCoST staff mainly guest lecturers from University will be visiting Students on Industrial Training in Morogoro, Tanga and Arusha as part of the supervision to check whether they are following the training as required and if there are any problems with host companies which then the supervisor will try to resolve. (ongoing)</p> | <p>This task was not carried out because student did not go for industrial practical training because discussions with textile factories owners had not been concluded. By this time only one factory had offered placement for 15 students in Morogoro and 18 in Tanga. This left 25 students with no placement.</p> | <p>There was no obstacle except for teaching staff mainly those from UDSM who visited the factories to discuss with factory owners, visitation was necessary particularly for the Sunflag Textile Mill in Arusha after efforts using phone calls and emails failed.</p> | <p>It was decided that staff should make physical visitation particularly to Sunflag Textile Mill in Arusha after efforts using phone calls and emails failed. Fortunately the visitation resulted in securing 25 placements.</p> |
| <b>Task 9: Visitation -students</b> | <ul style="list-style-type: none"> <li>• Sunflag Textile Mill in Arusha-25 students</li> <li>• MeTL's 21<sup>st</sup> Centaury Textile Mill in Morogoro-15 students</li> <li>• MeTL's 21<sup>st</sup> Centaury Textile Mill in Tanga-18 students</li> </ul>   | <p>No industrial visitation for practical training was carried out by students during June due to lack of offers from industry</p>  | <p>Offers from textile mills had not been secured.</p>  | <p>Staff had to make physical visits to discuss with factory managers to explain the importance of industrial training to</p>   |

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|   | <ul style="list-style-type: none"> <li>The activity is ongoing and will end on 24-08-2012)</li> </ul> |  |   | students but also to the factory as it provides them with the opportunity to get to know potential employees with the required skills and enable to plan for future production.                       |
| <b>Task 10: Programme accreditation</b> | Advance copies of the curricula have been submitted to NACTE ( <b>Partially completed</b> )           | Accreditation was not obtained in June except that the draft curricula were submitted to the accreditation authority | To complete the accreditation awaits visitation to the KCoST in Kyela by a team from NACTE but this will only be done after the draft curricula have been approved. One more curriculum NTA Level 4 is yet to | Some data were lost in a computer that crashed immediately after the workshop. This exercise will be completed within August after completion of pieces of written information obtained from workshop |

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|   |  |                                     | be submitted to NACTE as it is still undergoing some modification following stakeholders' workshop inputs in April. Currently KCoST offers NTA Level 4 with plans to introduce NTA Level 5 and 6 This exercise will be completed within August. | participants   |
| <b>Task 11: Textile Cluster formation</b> | Only one cluster has been formed and more will follow towards the end of the project (November-December, 2012) | This task is progressing as planned | No obstacle   | none   |
| <b>Task 12: Training of Trainers</b>      | This activity is planned to take place during the last two months of the project                               | None                                | Experiencing difficulties to secure suitable external Colleges  | To engage wider possible advisers looking particularly at the Mauritius pool of Colleges |

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| <b>Task 13: Course evaluation</b>      | This activity has partially started by commissioning a consultant to prepare a business plan. Some of the issues that would be covered during the evaluation will feature in this exercise. | A consultant within UDSM has been engaged. The consultant will also produce a business plan. |              |  |
| <b>Task 14: Stakeholders workshop2</b> | This activity is planned to take place during last quarter of the project   | This task is progressing well  | No obstacle. | Will need extra funds compared to workshop1. |